



**YOUTH COMMUNITY CORRECTIONS BUREAU
GREAT FALLS YOUTH TRANSITION CENTERS
STANDARD OPERATING PROCEDURES**

Procedure No.: YTC 70-3	Subject: YOUTH HOUSING
Chapter: PHYSICAL PLANT	Page 1 of 2
Applicable ACA Standards: 3-JCRF-2C-02, 3-JCRF-2C-03, 3-JCRF-2C-04, 3-JCRF-2C-05, 3-JCRF-2C-06, 3-JCRF-2C-07, 3-JCRF-2C-08	Revision Date:
Signature: /s/ <i>Kenneth McGuire</i>	Effective Date: 01/01/10
Signature: /s/ <i>Steve Gibson</i>	

I. CENTERS DIRECTIVE:

Resident housing areas are the foundation of facility living and must promote safety and well-being of both juveniles and staff. The facility must approximate regular homes and living conditions in appearance. This procedure will be reviewed annually and revised if needed.

II. DEFINITIONS:

None

III. PROCEDURE:

A. Dayroom/Living rooms

Areas that are separate and distinct from sleeping areas will be designed and furnished for all programs and will provide the following:

1. Separation from sleeping areas by a floor-to-ceiling wall
2. Adequate seating and writing surfaces for every resident to allow for a variety of activities such as reading, writing, table games, and television, recreation, conversation, meals, and work.

B. Furnishings

The facility permits residents to decorate their living and sleeping quarters with personal possessions as long as it does not create safety and security conflict.

C. Toilets

The facility will maintain, at a minimum, one operable toilet for every eight residents.

1. Urinals may substitute for up to one-half the toilets in male facilities

D. Showers

Procedure No.: YTC 70-3	Chapter: PHYSICAL PLANT	Page 2 of 2
Subject: YOUTH HOUSING		

1. Access to operable showers with temperature-controlled hot and cold running water at a minimum ratio of one shower for every eight residents.
2. Water temperatures are thermostatically controlled to temperatures ranging from 100 to 120 degrees Fahrenheit to ensure the safety of the residents and to promote hygienic practices.

E. Wash Basins

The facility will have, at a minimum, one operable wash basin with hot and cold running water for every eight residents.

F. Laundry

The facility will have one operable washer and one operable dryer for every 16 residents.

G. Housing of Disabled Juveniles

Disabled residents are housed in a manner that provides for the safety and security. Appropriate facility programs and activities are accessible to disabled residents in the facility according to applicable law.

1. Disabled residents should not be isolated due to their conditions.

IV. CLOSING:

Questions concerning this procedure shall be addressed to the Youth Transition Centers Director.

V. REFERENCES:

None

VI. ATTACHMENTS:

None